

Dealer Manual

Information Sheet

The Virginia Department of Motor Vehicles (DMV) Dealer manual has been completely re-written and it is now available on-line on DMV's WEB site.

To access this manual, type the following into your WEB Browser:

<http://www.dmv.virginia.gov/webdoc/commercial/dealer/index.asp>

You can also access the Manual from the internet by following these instructions:

- Go to DMV's WEB site at: www.dmvnow.com
- In the Right hand column of the Home page, Click on "Commercial Services"
- This action will bring you to a list of "Commercial Services". Click on "Dealer Services"
- Then Click on "Dealer Manual"

You can also go to the Motor Vehicle Dealer Board's WEB site at www.mvdb.virginia.gov and click on "Forms" in the right hand column of the Home Page. We recommend that you go to the Board's WEB site and in the "What's Hot" area click on "Subscribe to Our E-Mail List". By doing this you will receive an email whenever a change is made to the manual.

You may choose to print the Manual, download to your PC or bookmark it as a "favorite" and pull it up anytime you need it.

The Manual is in PDF format and is therefore searchable. For example, if one was looking for information on insurance requirements, just type "insurance" in the "find" area at the top of the page. The system will find and highlight the word "insurance" throughout the entire Manual and by clicking on the "find next" arrow you can find each reference to "insurance".

A hard copy can be purchased for \$10 from DMV Dealer Services. Send your request along with a \$10 check made out to DMV to:

Virginia Department of Motor Vehicles
Dealer Services, Room 419
P.O. Box 27412
Richmond, Virginia 23269

Another alternative is to provide the WEB address to any commercial or quick copy store and they could print it for you.